

ORDER FOR SUPPLIES OR SERVICES					PAGE 1 OF 6							
1. CONTRACT/PURCH ORDER/AGREEMENT NO. F33657-97-D-2008		2. DELIVERY ORDER/ CALL NO. 0037		3. DATE OF ORDER/CALL MAR 15 2000		4. REQUISITION/PURCH REQUEST NO. SEE SECTION G		5. PRIORITY DO-C9				
ASC/CDS CODE FA8622 USAF/AFMC ASC/CDS BLDG 16, AREA B 2275 D. STREET WRIGHT PATTERSON AFB OH 45433-7233 (2LT) PATRICIA S. KENNEDY (937) 255-7003 X4647 Patricia.Kennedy@wpafb.af.mil		7. ADMINISTERED BY (If Other than 6) CODE S2101A DCMC BALTIMORE 217 EAST REDWOOD STREET SUITE 1800 BALTIMORE MD 21202-5299 SCD: C PAS: (NONE)		8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER <small>(See Schedule if other)</small>								
9. CONTRACTOR CODE 3X522 HJ FORD ASSOCIATES, INC. NAME AND ADDRESS 1111 JEFFERSON DAVIS HIGHWAY ARLINGTON VA 22202-3235		FACILITY 3X522 MAILING DATE MAR 15 2000		10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE 11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL 12. DISCOUNT ITEMS <input type="checkbox"/> SMALL DISADVANTAGED WOMEN-OWNED N 13. MAIL INVOICES TO ADDRESS IN BLOCK SEE BLOCK 15 (PAYMENT OFFICE)								
14. SHIP TO CODE SEE SCHEDULE		15. PAYMENT WILL BE MADE BY CODE HQ0338 DFAS-GO/SOUTH.ENTITLEMENT OPER P O BOX 182264 COLUMBUS OH 43218-2264 EFT:T				MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.						
16. TYPE OF ORDER DELIVERY/ CALL <input checked="" type="checkbox"/> PURCHASE <input type="checkbox"/>		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract. Reference your furnish the following on items specified herein. ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.										
NAME OF CONTRACTOR SIGNATURE TYPED NAME AND TITLE DATE SIGNED (YYYYMMDD) <input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:												
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Section G												
18. ITEM NO.		19. SCHEDULE OF SUPPLIES/SERVICES			20. QUANTITY ORDERED/ACCEPTED*		21. UNIT		22. UNIT PRICE		23. AMOUNT	
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				24. UNITED STATES OF AMERICA LUCILA CASTEL BY: <i>Lucila Castel</i> (937) 255-7003 X4657 14 March 2000 CONTRACTING/ORDERING OFFICER				25. TOTAL \$693,018.66				
26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED DATE SIGNATURE AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				27. SHIP NO. <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		28. D.O. VOUCHER NO.		29. DIFFERENCES				
30. INITIALS				31. PAID BY		32. AMOUNT VERIFIED CORRECT FOR		33. CHECK NUMBER				
34. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT. DATE SIGNATURE AND TITLE OF CERTIFYING OFFICER				35. COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		36. BILL OF LADING						
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED (YYYYMMDD)		40. TOTAL CONTAINERS		41. S/R ACCOUNT NO.		42. S/R VOUCHER NO.		

1. This delivery order is issued pursuant to H-013 entitled the "Orders" clause of the basic contract F33657-97-D-2008. The contractor shall provide effort in accordance with the Statement of Work (SOW) entitled, "Acquisition Logistics Support Analyses" as specified in CLIN 0001 at a ceiling price of \$693,018.66.
2. Section B and G are set forth hereto on pages 3-5.
3. Section H
In accordance with AFMC FAR Sup 5352.245-9000, Base Support (Jul 1992), Base Support will be provided by ASC/LU.
4. Section I
 - a. In accordance with AFMC FAR Sup H-232-9305 "Limitation of Governments Obligation" Contract Line Item (CLIN) 0001 is partially funded.
 - b. In accordance with FAR 52.232-22 "Limitation of Funds" Contract Line Item (CLIN) 0004 is partially funded.
5. Section J
List of attachments is set forth on page 6 hereto.
6. HJ Ford is hereby authorized to subcontract part of this effort to Dyncorp and Logtec.

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0001

\$384,262.46

Noun: ACQUISITION LOGISTICS SUPPORT
ACRN: AA
Security: U
Contract type: Y - TIME AND MATERIALS
Completion Date: 17 MAR 2001
Descriptive Data:

1. Contractor shall provide "Acquisition Logistics Support" as specified in the Statement of Work (SOW), entitled "Acquisition Logistics Support Analyses", dated 16 February 2000, Section J Atch 1.

2. Funding in the amount of \$339,993.03 is hereby added to this CLIN. The allotted and obligated amount of \$339,993.03 is estimated to fund this item through 03 Feb 2001. Funding in the amount of \$44,269.43 remains to be obligated.

3. Listed below are the negotiated labor categories and corresponding estimated hours:

YEAR 4		
Contractor	Labor Category	Estimated Hours
Prime (Off-Site)	Project Manager	90
Prime (Off-Site)	Admin Mgmt Assoc	90
Sub-DynCorp (Off-Site)	Project Manager	128
Sub-DynCorp (Off-Site)	Admin Mgmt Assoc	36
Sub-DynCorp (Off-Site)	Senior Logistician	684
Sub-Logtec (Off-Site)	Project Manager	44
Sub-Logtec (Off-Site)	Admin Mgmt Assoc	45
Prime (On-Site)	Senior Logistician	1,368
Sub-Logtec (On-Site)	Senior Logistician	2,736
Sub-Dyncorp (On-Site)	Senior Logistician	684
Sub-Dyncorp (On-Site)	Senior Logistician	1,368

YEAR 4 SUBTOTAL 7,273

YEAR 5		
Contractor	Labor Category	Estimated Hours
Prime (Off-Site)	Project Manager	36
Prime (Off-Site)	Admin Mgmt Assoc	36
Sub-DynCorp (Off-Site)	Project Manager	50
Sub-DynCorp (Off-Site)	Admin Mgmt Assoc	12
Sub-DynCorp (Off-Site)	Senior Logistician	276
Sub-Logtec (Off-Site)	Project Manager	17
Sub-Logtec (Off-Site)	Admin Mgmt Assoc	18
Prime (On-Site)	Senior Logistician	552
Sub-Logtec (On-Site)	Senior Logistician	1,104
Sub-Dyncorp (On-Site)	Senior Logistician	276
Sub-Dyncorp (On-Site)	Senior Logistician	552

YEAR 5 SUBTOTAL 2,929

YEAR 4 & 5 TOTAL 10,202

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0002

NSP

Noun: DATA - EXHIBIT A
ACRN: AA
Security: U
Contract type: Y - TIME AND MATERIALS
Completion Date: 17 MAR 2001

0003

\$166,577.90

Noun: MATERIALS/ADDITIONAL LABOR CATEGORIES
ACRN: AA
Security: U
Contract type: Y - TIME AND MATERIALS
Completion Date: 17 MAR 2001
Descriptive Data:

1. The contractor shall provide materials not identified in CLIN 0001, required in the support of the performance of CLIN 0001 above.

2. Funding in the amount of \$166,577.90 is hereby added to this CLIN. The allotted and obligated amount of \$166,577.90 is estimated to fund this item through 17 March 2001. This CLIN is fully funded.

0004

\$142,178.30

Noun: TRAVEL AND COMPUTER SERVICES
ACRN: AA
Security: U
Contract type: S - COST
Completion Date: 17 MAR 2001
Descriptive Data:

1. The contractor shall provide travel required in the performance of Item 0001 above.

2. Funding in the amount of \$64,276.40 is hereby added to this CLIN. The allotted and obligated amount of \$64,276.40 is estimated to fund this item through 31 July 2000. Funds in the amount of \$77,901.90 remains to be obligated.

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
AA		\$570,847.33
	97 00100 5600 X40 4720 2CR001 040000 592IE 046404 503000 F03000	
	<i>Funding breakdown:</i>	
	On CLIN 0001:	\$339,993.03
	On CLIN 0002:	\$.00
	On CLIN 0003:	\$166,577.90
	On CLIN 0004:	\$64,276.40
	<i>PR/MIPR:</i>	
	GLUGF007205024	\$570,847.33

DOCUMENT	PGS	DATE	TITLE
EXHIBIT A	4	16 FEB 2000	DD FORM 1423-1 - CONTRACT DATA REQUIREMENTS LIST
ATTACHMENT 1	7	16 FEB 2000	STATEMENT OF WORK (SOW) ENTITLED, "ACQUISITION LOGISTICS SUPPORT ANALYSES"
ATTACHMENT 2	6	23 FEB 2000	DD FORM 254 - CONTRACT SECURITY CLASSIFICATION

STATEMENT OF WORK
Contract F33657-97-D-2008/0037
16 February 2000

1.0 PURPOSE

Provide acquisition logistics support analyses for the System Support IPT (ASC/LUGL) in the area of Provisioning, Technical Orders, Site Activation and Depot Maintenance Activation.

2.0 SCOPE

This effort includes the gathering, processing and tracking of program data. It involves the functional elements of Supply Support, Technical Data, and Maintenance Planning as identified under paragraph 4.0 of the basic Statement of Work (SOW) for Acquisition Logistics Contract Support. NO ENGINEERING SUPPORT SHALL BE PROVIDED UNDER THIS TASK ORDER BY THE CONTRACTOR.

3.0 RESPONSIBILITIES

The System Support IPT for logistics for the AC-130U Gunship (ASC/LUGL) is responsible for the technical liaison, review, approval and final acceptance of efforts accomplished under this task.

4.0 WORK TO BE ACCOMPLISHED

The contractor shall perform the following tasks in accordance with this task order, the SOW and the contract. The period of performance is 12 months and shall begin on the effective date of contract order award.

4.1 PROVISIONING

The contractor shall provide logistics analysis support tracking, statusing and administration of initial stocks of support items at using organizations and at maintenance and supply activities. In performance of this task the contractor shall consider the following subparagraphs. (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-MISC-80508/T, SEQ A004)

4.1.1 Track Provisioning Item Orders (PIOs) to ensure adequate spares support for Test and Evaluation and site activation.

4.1.2 Review and evaluate ECP/CCPs to ensure design change notices to provisioning parts lists and the related supplementary provisioning technical documentation are included.

4.1.3 Assist in the acquisition of technical data necessary to support the competitive procurement of spares.

4.1.4 Evaluate and make recommendations to management on contractor compliance with MIL-STD 965 on maximum use of standard parts and minimized development and use of non-standard parts.

4.2 TO ACQUISITION MANAGEMENT SUPPORT

The contractor shall gather and assimilate contract and related Air Force TO data and provide technical and management support for technical order acquisition functions. Tasks support shall include the following subparagraphs. (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-MISC-80508/T, SEQ A004). **Note: The Contractor shall have sole responsibility for monitoring and providing support as specified in the paragraphs under 4.2 for all work being performed in conjunction with contract F33657-93-D-2182 Task 0008.**

4.2.1 Perform technical evaluations of TOs, and related contractual documents.

4.2.2 Develop and coordinate lists for new or revised/changed TOs in accordance with Air Force directives.

4.2.3 Provide technical support for, and attendance at, TO in-Process Reviews (IPRs), validations/verification meetings, and other technical data-related meetings and conferences as directed by the SPO.

4.2.4 Provide TO Library assistance in data research, coordination preceding n with other SPO directorates, as well as other agencies, and draft responses to requests for information or problem identification received from other agencies.

4.3 MIP, ECP, CCP AND RETROFIT PROCESSING/TRACKING AND MANAGEMENT SUPPORT

Provide logistics analysis support as required for the tracking, statusing and administration of MIPs, ECPs, CCPs, TCTOs and provide logistics analysis support as required for the tracking, other retrofit actions from initiation within the SPO through final disposition. Analytical and coordination tasks shall include the following subparagraphs. (DI-MGMT-31373/T, SEQ A001; DI-MISC-80508/T, SEQ A004)

4.3.1 Track all retrofit processing from identification of requirements through formal publication and updating resulting from configuration changes.

4.3.2 Review and coordinate actions for planning, scheduling, and work loading of TCTOs and assess TCTO impacts and accomplishments.

4.3.3 Update and provide TCTO status reports as required.

4.3.4 Monitor and process TCTOs including, ITCTOs and Routine Retrofits, AFMC Form 873s and 874s, and other TCTO documentation.

4.3.5 Maintain databases and files for tracking and maintaining management control of retrofit actions.

4.3.6 Review retrofit documentation, (e.g. AFMC Forms 873, 874 AFTO Forms 82, etc.) for accuracy and completeness, for each retrofit action. Correct and/or provide written recommendations on discrepancies.

- 4.3.7 Track and coordinate review cycle of ECPs and CCPs with offices of primary responsibility (OPR).
- 4.3.8 Assess impact of proposed ECP/CCPs on the logistics process to include, supportability, reliability, availability, and maintainability.
- 4.3.9 Provide technical support for telecons, conferences, meetings, and workshops, to coordinate TCTO processing, and proposed changes impact assessment.
- 4.3.10 Review AFMC Form 873s for TO/TCTO number and Data Code assignment by the appropriate ALC. Provide written documentation on deficiencies.
- 4.3.11 Review requirements for retrofit CDRLs.
- 4.3.12 Perform technical evaluations of CCPs/ECPs for required data support in accordance with Air Force directives.
- 4.3.13 Perform analysis and coordination actions in support of the processing of MIPs, ECPs, CCPs, and TCTOs, and preparations for MIP requirements board (MIPRB) and CCB meetings.

4.4 PRELIMINARY TECHNICAL ORDER DISTRIBUTION SUPPORT

The contractor shall accomplish all tasks necessary and provide the materials and services as required to receive, inventory, store, distribute, and maintain a record of distribution transactions for PTOs received from contractors. Analytical and coordination tasks shall include the following subparagraphs. (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-MISC-80508/T, SEQ A004)

- 4.4.1 Receive, inventory, quality check, stock and store PTOs received from contractors and distribute to the appropriate Technical Order Distribution Office in the required quantities.
- 4.4.2 Provide status briefings and management products to the SPO as required, to present distribution program issues and concerns with recommended solutions.
- 4.4.3 Package and deliver PTOs for distribution to Air Force or commercial transportation.
- 4.4.4 Provide a secure area and personnel with appropriate security clearance to process and store classified materials.
- 4.4.5 Store master and stock copies to be used to fill future requirements and support printing of additional PTO requirements.
- 4.4.6 Provide a reproduction capability to fill small shortages and replace PTOs lost or damaged in shipment.

4.4.7 Order those additional copies of formal TOs which are necessary to satisfy specified distribution requirements through the appropriate Government Printing Office (GPO).

4.4.8 Prepare print orders and assemble a print package including the reproducible media and labels.

4.4.9 Furnish the print package to the GPO designated agency, along with schedule requirements and shipping instructions.

4.4.10 Coordinate the print package through the appropriate government agencies.

4.4.11 Prepare and maintain record/file documentation for distribution issues. Perform research, investigation and analysis as required and provide recommended corrective actions.

4.4.12 Develop and maintain automated data base applications to manage account requirements, control stock/store inventory, and track distribution center transactions. Receive and resolve PTO shortage and requirement lists for assigned accounts and other PTO users. Receive and resolve inquiries into PTO problems. Establish new PTO accounts with approval of ASC/LUGL. Provide status reports to SPO managers and other agencies as directed.

4.4.13 Receive reproducible masters of formal TOs from contractors and obtain formal requirements and shipping labels from the appropriate ALC. Coordinate with the appropriate GPO for total requirements and distribution. Maintain requirement and distribution data tracking for formal TOs and coordinate with OC-ALC to ensure all required actions are completed. Reproducibles sent to their overflow facility after printing and distribution. The contractor maintains a copy of master reproducibles.

4.4.14 Receive and arrange for reproduction and distribution of 35 and 70 percent IPR, Red Line, and validated copies of Organizational, Intermediate, Depot, and combined Intermediate and Depot (O,I, D and I/D) level PTOs. Distribute the copies to all verification accounts.

4.4.15 Establish and maintain a master library that contains a copy of all distributed TOs.

4.4.16 Receive, inventory, quality check, stock and store Engineering Drawings received from contractors and distribute to the appropriate customer in the required quantities.

4.5 SITE ACTIVATION/DEPOT MAINTENANCE ACTIVATION

Provide Site Activation/Depot Maintenance Activation support for accomplishing analyses, writing reports, recommending corrective actions or performing related tasks that provide management the capability to establish maintenance support concepts, plans and requirements for the depot maintenance to be performed during the life of the system. In performance of this task the contractor shall consider the following subparagraphs. (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-MISC-80508/T, SEQ A004)

4.5.1 Compile and generate a site activation task force (staff) master and site delivery schedule which identifies all contractor furnished equipment (CFE) on order.

4.5.2 Analyze SATAF data and provide recommendations on events, resources, and schedule required to place an operational site on active status in it's mission.

4.5.3 Provide logistics technical guidance and support to the program manager in the areas of maintenance, supply, support equipment, transportation, packaging, material handling, metrology, technical data, and participate in the site inventories before all systems and equipment are transferred to the using command.

4.5.4 Participate in on-site systems and equipment tests, demonstrations, and evaluations to determine operational capability and validate supportability.

4.5.5 Maintain designated computer systems that support the input, processing and retrieval of specific CFE.

4.5.6 Perform the depot maintenance source of repair decision tree analysis and assist in the interservice screening decisions for end item and complex support equipment.

4.5.7 Review specifications, plans, contract data requirements lists (CDRLs), engineering change proposals (ECPs), contract change proposals (CCPs) to identify impacts on maintenance planning and established organic maintenance capability.

4.5.8 Analyze and assess the overall maintenance support requirements for technical orders, support equipment, provisioning, training and facilities.

4.5.9 Perform analyses on all applicable Air Force and Special Operations Forces maintenance practices and procedures. This task shall consider both home base, forwarding and mobility requirements.

4.5.10 Perform analyses on use of common support equipment and/or modifying existing support or handling equipment.

4.5.11 Assist in the coordination of all maintenance planning activities related to field support.

4.5.12 Assist in the preparing of presentation and briefing materials. This shall include the compiling of background information, writing information briefs, preparing talking papers and providing backup information.

4.5.13 Identify and track software development efforts including size, complexity and interface requirements for each depot reparable.

4.5.14 Develop and maintain an integrated data base that tracks by depot reparable the logistics elements required to establish the organic depot capability for the item.

4.6 TO LIBRARY MANAGEMENT SUPPORT

The contractor shall gather and assimilate contract and related Air Force TO data, and provide technical and management support for technical order library functions. Tasks support shall include the following subparagraphs, (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-MISC-80508/T, SEQ A004)

4.6.1 Perform actions necessary to update and maintain the SOF SPO portion of the current master TO library in YDL including the filing, updating and maintenance of all CV-22, Combat Talon, and Gunship PTOs and formal TOs.

4.6.2 Update and maintain the complete TO acquisition historical six part folders for CV-22, Combat Talon and the Gunship technical orders.

4.6.3 Update and maintain the AFTO Form 110 and AFTO Form 4/files for CV-22, Combat Talon and Gunship technical orders.

4.6.4 Provide TO assistance in data research, coordination with other SPO directorates, as well as other agencies, and draft responses to requests for information or problem identification received from other agencies.

4.6.5 Perform any and all on the job training (OJT) associated with SOF SPO personnel assigned to or utilizing the technical order library.

4.7 SOURCE SELECTION SUPPORT

The contractor shall provide assistance to the SOF in preparing RFP input for any potential source selection. Contractor shall participate in source selection in an advisory capacity.

4.8 REVIEW PARTICIPATION

The contractor shall interface as required with Air Force organizations (AFMC, ASC, other ALCs, Air Education and Training Command (AETC) and Using Commands), contractors, and other Air Force designated personnel. Participation in reviews and other meetings may be required to support this task order. As required prepare trip reports, meeting minutes, and document and monitor the completion of action items. The contractor shall also support and attend the following types of meetings:

- Program Management Reviews
- Integrated Logistics Support Management Meetings
- Support Equipment Reviews
- Technical Coordination Meetings
- Technical Interchange Meetings
- SATAF Meetings
- Depot Maintenance Activation Working Group Meetings
- In-Process Reviews
- Validation/Verifications
- Technical Order Review Boards

- CCB Meetings
- TO Reviews

Presentations and presentation materials will be prepared as required. ((DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002)

4.9 TRAVEL REQUIREMENTS

The contractor shall travel to USAF bases, other contractor's plants and other locations to be designated by the Deputy Program Manager for Logistics during the period of performance. Travel is anticipated to require one trip every three weeks at an average of 5 days per week. Travel will be accomplished only when requested and authorized by the government. All travel shall be on a cost reimbursement basis and travel arrangements shall be accomplished by the contractor. (DI-MGMT-31373/T, SEQ A001)

5.0 REPORTS AND OTHER DELIVERABLES

All data/reports and deliverables shall be delivered in accordance with the Contract Data Requirements List (CDRL) DD Forms 1423. (DI-MGMT-31373/T, SEQ A001; DI-A-80368/T, SEQ A002; DI-ADMIN-80447, SEQ A003; DI-MISC-80508/T, SEQ A004)

6.0 GENERAL INFORMATION

6.1 WORK LOCATION

Accomplishment of tasks required by this task order shall be at the Logistics Squadron Contractors local office, at Wright-Patterson Air Force Base, OH and at various contractor and Air Force facilities throughout the Continental United States (CONUS). All administrative/personnel support shall be the responsibility of the contractor.

6.2 CONTRACTOR RELATIONSHIP/SUPERVISION

Performance of this task order required interface with military and civilian (DoD personnel, as well as contractor personnel. In interaction and dealings with system contractors/subcontractors, the contractor shall perform work for investigation purposes only. Contractor personnel shall not provide direction or otherwise interject themselves into government/system contractor/subcontractor relationships. Contractor personnel shall not be under the direct supervision of Air Force personnel.

6.3 SECURITY

Contractor personnel supporting this task shall require a Secret security clearance. The contractor shall comply with all appropriate security regulations in handling classified material.

Form A: F33657-97-D-2008/0037
OMB No. 1-0188 Exhbt A Page 1 of 4.

A CONTRACT LINE ITEM NO	B EXHIBIT	C CATEGORY TOP	TM	OTHER	Admin
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17 PRICE GROUP

A001	Presentation Material
4 AUTHORITY (Data Acquisition Document No)	5 CONTRACT REFERENCE
DI-ADMIN-81373/T	SOW Para 4.0 & 5.0

8. REQUIRING OFFICE
ASC/LUY

18	ESTIMATED TOTAL PRICE
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7 DD 250 REQ	9 DIST STATEMENT REQUIRED	10 FREQUENCY	12 DATE OF FIRST SUBMISSION
LT	N/A	See Blk 16	See Blk 16
8 APP CODE		11 AS OF DATE	13 DATE OF SUBSEQUENT SUBMISSION
		See Blk 16	See Blk 16

14 DISTRIBUTION

a. ADDRESSEE	b COPIES		
	Draft	Final	
		Reg	Repro

ASC / LUY

15 TOTAL —

1

G PREPARED BY

Ann Buening
Ann Buening, FAE

DATE

16 Feb 00

APPROVED BY

PHILIP E. BOURGOINE, JR.
Chief, Program Plans Div
SOF SPO *ShCSB*

DATE

16 Feb 90

DD Form 1423-1, JUN 90

— 350 —

Previous editions are obsolete

Page 1 of 1 Pages

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OMB 0704-0188 Exhibit A Page 2 of 4

(1 Data 11

Public reporting burden for the collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204 Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188) Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract PR No. listed in Block E.

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DD Form 1423-1, JUN 90

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Page 1 of 1 Pages

(1) Data Iter.,

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1704-0188

Exhibit

A Page 3 of 4.

Public reporting burden for this collection of information is estimated to average 10 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0734-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract No. listed in Block E.

18	ESTIMATED TOTAL PRICE
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CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

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OM 0704-0188 Exhibit A Page 4 of 4

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Office for the Contract/PR No. listed in Block E.

A CONTRACT LINE ITEM NO 002		B EXHIBIT		C CATEGORY TOP TM OTHER MISC	
D SYSTEM/ITEM Technical Support		E CONTRACT PR NO F33657-97-D-2008/0037		F CONTRACTOR HJ Ford	
1 DATA ITEM NO A004	2 TITLE OF DATA ITEM Technical Report			3 SUBTITLE Study/Services	
4 AUTHORITY (Data Acquisition Document No) DI-MISC-80508/T		5 CONTRACT REFERENCE SOW Para 4.0 & 5.0		6 REQUIRING OFFICE ASC/LUY	
7 DD FORM REQ LT	8 DIST STATEMENT REQUIRED N/A	10 FREQUENCY See Blk 16	12 DATE OF FIRST SUBMISSION See Blk 16	14 DISTRIBUTION	
9 APP CODE		11 AS OF DATE See Blk 16	13 DATE OF SUBSEQUENT SUBMISSION See Blk 16	a ADDRESSEE	b COPIES
				Draft	Final
				Reg	Repro
16 REMARKS Block 4: Format to be specified at tasking. Block 7: Memoranda generated & signed by on-site analyst. Representative may be used to transmit date. Blocks 10,11,12,13: To be determined by suspense date applied to the task at the time it is requested.				ASC/LUY	1
G PREPARED BY Ann Buening, FAE		H DATE 16 Feb 00		I APPROVED BY PHILIP E. BOURGOINE, JR Chief, Program Plans Div SOF SPO	
				J DATE 16 Feb 00	

17 PRICE GROUP

18 ESTIMATED TOTAL PRICE

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION (The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)				1. CLEARANCE AND SAFEGUARDING	
				a. FACILITY CLEARANCE REQUIRED SECRET	
				b. LEVEL OF SAFEGUARDING REQUIRED N/A	
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)				3. THIS SPECIFICATION IS: (X and complete as applicable)	
<input checked="" type="checkbox"/>	a. PRIME CONTRACT NUMBER F33657-97-D-2008/0037 exp date: 17 Mar 01			<input checked="" type="checkbox"/>	a. ORIGINAL (Complete date in all cases) 00 02 23
	b. SUBCONTRACT NUMBER			b. REVISED (Supersedes all previous specs)	REVISION NO. DATE (YYYYMMDD)
	c. SOLICITATION OR OTHER NUMBER	DUE DATE (YYYYMMDD)		c. FINAL (Complete Item 5 in all cases)	DATE (YYYYMMDD)
4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under F33657-97-D-2008/0024 (Preceding Contract Number) is transferred to this follow-on contract.					
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's request dated _____, retention of the classified material is authorized for the period of _____					
6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)					
a. NAME, ADDRESS, AND ZIP CODE H.J. FORD ASSOCIATES INC. 610 S. CANAL ST CHICAGO IL 60607-4599			b. CAGE CODE 3X522	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) DEFENSE SECURITY SERVICE 2461 EISENHOWER AVE ALEXANDRIA VA 22314-4578	
7. SUBCONTRACTOR					
a. NAME, ADDRESS, AND ZIP CODE N/A			b. CAGE CODE N/A	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) N/A	
8. ACTUAL PERFORMANCE					
a. LOCATION HJ Ford 2940 Presidential Drive Fairborn OH 45324			b. CAGE CODE OKJH3	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) DEFENSE SECURITY SERVIE 610 S. CANAL ST CHICAGO IL 60607-4599	
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT Provide Acquisition Logistics Management support to the SOF SPO.					
10. CONTRACTOR WILL REQUIRE ACCESS TO:					
	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:		
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		<input checked="" type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	<input checked="" type="checkbox"/>	
b. RESTRICTED DATA		<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY		<input checked="" type="checkbox"/>
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		<input checked="" type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA		<input checked="" type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE		<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION		<input checked="" type="checkbox"/>	e. PERFORM SERVICES ONLY		<input checked="" type="checkbox"/>
(1) Sensitive Compartmented Information (SCI)		<input checked="" type="checkbox"/>	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		<input checked="" type="checkbox"/>
(2) Non-SCI	<input checked="" type="checkbox"/>		g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	<input checked="" type="checkbox"/>	
f. SPECIAL ACCESS INFORMATION		<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT		<input checked="" type="checkbox"/>
g. NATO INFORMATION	<input checked="" type="checkbox"/>		i. HAVE TEMPEST REQUIREMENTS		<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION	<input checked="" type="checkbox"/>		j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		<input checked="" type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION		<input checked="" type="checkbox"/>	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>		l. OTHER (Specify) Notification of Government Security Activity required. See addendum		
k. OTHER (Specify)					

- 12. PUBLIC RELEASE.** Any information (*classified or unclassified*) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release ☐ Direct ☒ Through (*Specify*)

ASC/PA
1865 4th Street, Suite 15, WPAFB OH 45433-1729

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.
*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

- 13. SECURITY GUIDANCE.** The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (*Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.*)

- a. Ref Blk 10J: FOUO applies. See Addendum.
- b. Blk 11a: Releasing Government Activity will furnish complete classification guidance for services to be performed. Contractor performance will occur at ASC/LU, 2275 D Street, Building 46, Room 142, WPAFB OH 45433-7233.
- c. The National Industrial Security Program Operating Manual, (NISPOM), dated Jan 95, applies.
- d. The Notification of Government Security Activity and Visitor Group Security Agreement clause applies. See contract clause in Section I for details.
- e. Functional Area Evaluator: Ann Buenning, ASC/LUY, 2275 D Street, Building 46, Room 142, WPAFB OH 45433-7233, (937)255-2925.
- f. Functional Area Chief: Marjorie Radford, ASC/CDSY, 2275 D Street, Suite 16, WPAFB OH 45433-7233.
- g. Administrative Contracting Officer (ACO): DCMAO, Boston, MA 02210.

- 14. ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. ☐ Yes ☒ No
(*If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.*)

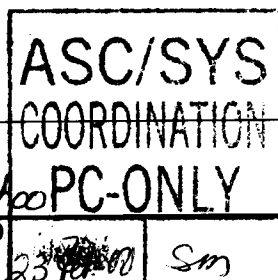
- 15. INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. ☒ Yes ☐ No
(*If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.*)

ASC/SYPC, WPAFB OH will maintain security oversight.

- 16. CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL Lucila Castel	b. TITLE Contracting Officer	c. TELEPHONE (<i>Include Area Code</i>) (937)255-7183												
d. ADDRESS (<i>Include Zip Code</i>) ASC/CDSK 2275 D Street, Suite 16 WPAFB OH 45433-7233	17. REQUIRED DISTRIBUTION <table border="1"><tr><td><input checked="" type="checkbox"/></td><td>a. CONTRACTOR</td></tr><tr><td><input checked="" type="checkbox"/></td><td>b. SUBCONTRACTOR</td></tr><tr><td><input type="checkbox"/></td><td>c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR</td></tr><tr><td><input type="checkbox"/></td><td>d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION</td></tr><tr><td><input type="checkbox"/></td><td>e. ADMINISTRATIVE CONTRACTING OFFICER</td></tr><tr><td><input checked="" type="checkbox"/></td><td>f. OTHERS AS NECESSARY</td></tr></table>		<input checked="" type="checkbox"/>	a. CONTRACTOR	<input checked="" type="checkbox"/>	b. SUBCONTRACTOR	<input type="checkbox"/>	c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR	<input type="checkbox"/>	d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION	<input type="checkbox"/>	e. ADMINISTRATIVE CONTRACTING OFFICER	<input checked="" type="checkbox"/>	f. OTHERS AS NECESSARY
<input checked="" type="checkbox"/>	a. CONTRACTOR													
<input checked="" type="checkbox"/>	b. SUBCONTRACTOR													
<input type="checkbox"/>	c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR													
<input type="checkbox"/>	d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION													
<input type="checkbox"/>	e. ADMINISTRATIVE CONTRACTING OFFICER													
<input checked="" type="checkbox"/>	f. OTHERS AS NECESSARY													
e. SIGNATURE <i>Lucila Castel</i> , 14 March 2000														

DD FORM 254 (BACK), DEC 1999



ASC/SYSPC (Security Office)
1801 TENTH ST ROOM 103
WPAFB OH 45433-7625

GENERAL INTELLIGENCE MATERIAL/FOREIGN DISCLOSURE

1. **Special Requirements for General and Foreign Intelligence Material.** In addition to the requirements and controls for classified material, the Director, Central Intelligence, sets up additional requirements and controls for intelligence in the possession of contractors. The contractor must:

a. Maintain control of all intelligence materials released in his or her custody in accordance with DOD 5220.22-M, the National Industrial Security Program Operating Manual (NISPOM), January 1995, paragraphs 5-200, 201 and 202 for control. Contractors agree that all intelligence material released, all reproductions and other material generated (including reproductions) are the property of the US Government.

b. Maintain control of all reproduced intelligence data in the same manner as the original.

c. Destroy intelligence materials in accordance with approved methods identified in the NISPOM.

d. Restrict access to those individuals with a valid need-to-know who are actually providing services under the contract. Further dissemination to other contractors, subcontractors, or other government agencies and private individuals or organization is prohibited unless authorized in writing by the Contracting Officer's Representative (COR) with prior approval of ASC/NAIC/POA.

e. Not release intelligence data to foreign nationals or immigrant aliens, regardless of their security clearance or contract status, without advance written permission from the COR, Foreign Disclosure Policy Office (ASC/SYSR), and ASC/NAIC/POA.

f. Ensure that each employee having access to intelligence material is fully aware of the special security requirements for this material.

2. **Returning Intelligence to the Air Force.** Contractors must return intelligence data to the COR at the termination or completion of a contract unless the COR has provided written approval for the contractor to retain for an additional two years. If retention is required beyond the two year period, the contractor must again request and receive written retention authority from the COR. If the COR grants retention authority, he or she must provide a copy of the written approval to ASC/NAIC/POA.

3. **Release of Classified and Unclassified Information to Foreign Government and Their Representatives.** Any military activity or defense contractor receiving a request from a foreign government or a representative thereof, for intelligence data about this program, shall forward the request to ASC/SYSR and ASC/NAIC/POA. Information released under Foreign Military Sales (FMS) must comply with the specific USAF disclosure guidance issued for the specific FMS customer.

ADDENDUM 10 DD FORM 254

08 February 1999

USE OF SPECIAL INTELLIGENCE MARKINGS1. Authorized Control Markings of Intelligence Information

- a. "Dissemination and Extraction of Information Controlled by Originator (ORCON)".

This marking may be used only on classified intelligence that clearly identifies or would reasonably permit ready identification of intelligence sources or methods that are particularly susceptible to countermeasures that would nullify or measurably reduce their effectiveness. It is used to enable the originator to maintain continuing knowledge and supervision of the further use of intelligence beyond the original dissemination. This control marking may not be used when access to the intelligence information will reasonably be protected by use of its classification marking (i.e. Confidential, Secret, Top Secret), or by use of any other control marking specified herein.

- b. "Not Releasable to Foreign Nationals (NOFORN)"

This control marking is used to identify classified intelligence material that may not be released in any form to foreign governments, foreign nationals, or non-US citizens without permission of the US Government originator, and then only when released in compliance with the National Disclosure Policy.

- c. "Authorized for Release to (Name of country(ies)/international organization"

This marking is used to identify classified intelligence material that the US Government Originator has predetermined to be releasable or has been released through established foreign disclosure channels to the indicated country(ies) or organization.

2. Procedures Governing Use of Control Markings

a. Any recipient desiring to use intelligence in a manner contrary to the restrictions established by the control markings set forth above, shall obtain the advanced permission of the originating agency. Such permission applies only to the specific purposes agreed to by the originator and does not automatically apply to all recipients. Originator will ensure that prompt consideration is given to recipients' requests, with particular attention to reviewing and editing if necessary, sanitized or paraphrased versions to derive a text suitable for release subject to lesser or no control markings.

b. The control markings authorized above shall be shown on the title page, front cover, and other applicable pages of documents, incorporated in the text of electrical communications, shown on graphics, and associated (in full or abbreviated form) with data stored or processed in automatic data processing systems. The control markings also shall be indicated by parenthetical use of the markings abbreviations at the beginning or end of the appropriate portions. If the control markings apply to several or all portions, the document may be marked with a statement to this effect rather than marking each portion individually.

c. The control markings in paragraph one (1) shall be individually assigned at the time of preparation of intelligence products and used in conjunction with security classifications and other markings specified by EO 12958 and its implementing ISOO Directive. The markings shall be carried forward to any new format in which the same information is incorporated including oral and visual presentations.

Current Guidance

Implementation of DCID 1/7, 30 June 1998

FOR OFFICIAL USE ONLY (FOUO)

1. **GENERAL:** FOUO is information that has not been given a security classification pursuant to the criteria of an Executive Order, but which may be withheld from the public because disclosure would cause a foreseeable harm to an interest protected by one or more of the Freedom of Information Act (FOIA) exemptions 2 through 9. Additional information on FOUO may be obtained by contacting the User Agency. FOUO is assigned to information at the time it is created in a DoD Agency or derivatively as instructed in a Security Classification Guide.
2. **MARKING:**
 - a. FOUO information received (released by a DoD component) should contain the following marking, when received: ***THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER FOIA. EXEMPTION(S) _____ APPLIES/APPLY.***
 - b. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any). Each paragraph containing FOUO information shall be marked as such.
 - c. Within a classified document, an individual page that contains both FOUO and classified information shall be marked at the top and bottom with the highest security classification of information appearing on the page. Individual paragraphs shall be marked at the appropriate classification level, as well as unclassified or FOUO, as appropriate. An individual page that contains FOUO information but no classified information shall be marked "FOR OFFICIAL USE ONLY" at the top and bottom of the page, as well as each paragraph that contains FOUO information. NOTE: For "production efficiency" the entire document may be marked top and bottom with the highest level of classification contained within it, as long as every paragraph is marked to reflect the specific classification of the information it contains.
 - d. Mark other records, such as computer print outs, photographs, films, tapes, or slides "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.
 - e. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.
4. **DISSEMINATION:** FOUO may be disseminated between officials of DoD Components, DoD contractors, consultants and grantees to conduct official business for DoD. Recipients shall be made aware of the status of such information and transmission shall be by means that preclude unauthorized public disclosure.
5. **TRANSMISSION:** FOUO information shall be transmitted in a manner that prevents disclosure of the contents. When not commingled with classified information, it may be sent via first-class mail or parcel post. Bulky shipments, i.e. testing materials, that otherwise qualify under postal regulations, may be sent by fourth-class mail. FOUO information may also be sent over facsimile equipment; however, when deciding whether to use this means, balance the sensitivity of the records against the risk of disclosure. Consider the location of sending and receiving machines and ensure authorized personnel are available to receive the FOUO information as soon as it is transmitted. Transmittal documents shall call attention to the presence of FOUO attachments. FOUO information may also be sent via e-mail, if it is sent via a system that will prevent unintentional or unauthorized disclosure.
6. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal building security, locked buildings or rooms normally provide adequate after-hours protection. If such protection is not considered adequate, FOUO material shall be stored in locked containers such as file cabinets, desks, or bookcases. *Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.*
7. **DESTRUCTION:** When no longer needed, FOUO information shall be disposed of by any method that will preclude its disclosure to unauthorized individuals.

(Reference DoD Regulation 5400.7/Air Force Supplement, 22 July 1999)

NOTIFICATION OF GOVERNMENT SECURITY ACTIVITY

1. Thirty days **before** the date Contractor operations will begin on Wright-Patterson AFB OH, the Contractor shall provide ASC/SYSPC, 1801 Tenth Street, WPAFB, OH 45433-7625 the following information:

- a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;
- b. The contract number and military contracting command;
- c. The highest classification category of defense information to which Contractor employees will have access;
- d. The date Contractor operations will begin on WPAFB OH;
- e. The estimated completion date of operations on WPAFB OH;

2. This requirement is in **addition** to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.